

Thought for the Day – “The difficulties of life are intended to make us better, not bitter.”

~ George Gritter

The Youngwood Borough Council held its regular session on the above date with the following members present:

Vice-President Cowherd, Mrs. Wojtseck-Carty, Mr. Crago, Mr. Lutz, Mr. Peoria, Mayor Long, Solicitor DiMascio, Engineer Schmitt and Borough Manager Schaefer.

President Palmquist and Mrs. Long were absent.  
Mr. Lutz opened the meeting with a prayer.  
Mr. Peoria led the Pledge of Allegiance to the Flag.

Public Attendance – 6

### **PUBLIC COMMENT**

1. Renee Wilson, representing her daughter Madalyn Wilson of 23 South 6<sup>th</sup> Street, was present concerning her daughter having to park at the Borough Building during the construction and have no safe access to her property. In addition, she expressed concern regarding the conditions of the sidewalks in front of her daughter’s home. She is requesting the fence be rolled back for safer access.

President Palmquist directed the Public Safety/Public Works Committee to review the fence issue.

2. Janelle Narduzzi of 107 South 5<sup>th</sup> Street was present as the Borough’s new Library Board representative to introduce herself to Council.

3. Tom Miller of 611 South 5<sup>th</sup> Street was present concerning the two abandoned cars still parked on the street. He will be selling his home and wants them removed.

### **APPROVAL OF MINUTES**

Motion by Mr. Peoria, seconded by Mr. Lutz, to approve the minutes of February 7, 2022, amended with the date correction on the Treasurer’s Report as discussed.

Motion carried.

### **REPORT OF THE TAX COLLECTORS**

The Borough Manager distributed the report from Kenneth W. Reger for the period ended January 31, 2022 for real estate tax collection, all delinquent taxes were submitted to Westmoreland County for collection. She distributed the report from Kenneth Reger for the period ended February 28, 2022 no taxes are due at this time. She distributed the report from Berkheimer Tax Administrator for month February 28, 2022, Earned Income Tax, \$62,929.75; Local Service Tax, \$8,581.58.

Report of permits issued February 1, 2022 through February 28, 2022.

Report of Realty Transfer Fees from January 1, 2022 through January 31, 2022, deposit remitted in the amount of \$2,542.50.

### **TREASURERS REPORT**

The Borough Manager presented the financial report on the accrual basis for the General Fund, unaudited, for the period ending January 31, 2022.

General Fund Balance Sheet	
Total Assets	\$2,064,858.11
Total Liabilities	118,045.77
Fund Balance Reserve	35,058.33
Retained Earnings	1,955,120.84
Income 12/31/2021	-42,899.48
Total Liabilities & Equity	\$2,064,858.11
Total Revenues	\$ 25,367.30
Total Expenses	68,266.78
Total Deficit	\$ 42,899.48

The Borough Manager presented the Treasurer's Report, for the period ending March 7, 2022.

<u>Treasurer's Report of Fund Balances as of January 31, 2022</u>	
Capital Improvement Fund – General	\$187,856.03
Liquid Fuels Fund	83,845.22
Capital Improvement Fund - P & P	45,194.38
Fire Equipment & Apparatus	68,348.93
Act 13 Fund	16,324.17
Cemetery Fund	7,334.73
Perpetual Care Fund	4,874.46
Perpetual Care – C.D.	6,028.73
Perpetual Care – C.D.	12,854.90
C.D.-Mellon Bank	4,204.71
Playground Fund	6,275.55
Building Fund	159,034.19
Bond Refinance	\$116,035.62

### **BILLS FOR APPROVAL**

The secretary presented Bills for Approval dated March 7, 2022, List 03-2022, General Fund - \$85,178.85. Motion by Mr. Crago, seconded by Mr. Lutz, to approve Bills for Approval List 03-2022, as presented.

#### Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes 0 – No

Motion carried.

### **COMMUNICATIONS**

1. Announced Earth Day Clean-Up is April 23<sup>rd</sup> from 8:00 AM – 12:00 PM. Volunteers are to meet at the Borough office. Proper clothing is required.
2. Received deposit in the amount of \$804.54 from Crown Communications for March rent.
3. Received and emailed the Code Enforcement Report for the month of February as submitted by Mark Cypher.
4. Received deposit in the amount of \$14,029.48 from Comcast for 4<sup>th</sup> quarter 2021 franchise fees.
5. Received deposits in the amount of \$96,048.20 for Act 655 and \$6,520.00 for Act 32 liquid fuels allocation. Total amount deposited into the liquid fuels account is \$102,568.20.
6. Received meeting notice for the Westmoreland County Boroughs Association for meeting on March 31, 2022 at 6:30 PM at the Westmoreland Conservation District. Speakers are Rick Skovensky and Brandon Firestone from the PennDOT Municipal Services Division. RSVP is necessary by March 28<sup>th</sup>. An RSVP is necessary.
7. Received letter dated March 1, 2022 from the Municipal Authority of Westmoreland County regarding ARPA funding. Letter was read.  
Mr. Crago stated he did receive comments from property owner, Jack Ullrich, regarding extending water and sewage from Wagner Road to Racetrack Road.

### **REPORT OF THE ENGINEER**

#### Updates

Reported he met with Mr. Peoria and Mrs. Schaefer regarding grants, GIS mapping and MS4. The Borough will submit three applications for the CFA funding. His staff will be working with Mrs. Schaefer on information needed for MS4.

**REPORT OF THE SOLICITOR**

No report

**NEW BUSINESS – COMMITTEE REPORTS**

**NEW BUSINESS**

Employee Resignation Letter

Mrs. Schaefer read resignation letter from Public Works Supervisor Zachary Derco. Motion by Mr. Crago, seconded by Mrs. Carty, to accept the resignation.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

PSAB Annual Conference

Motion by Mr. Lutz, seconded by Mrs. Carty, to approve attendance for Mr. Cowherd, Mr. Peoria and Mrs. Schaefer to the PSAB Conference, May 22<sup>nd</sup> – May 25<sup>th</sup>.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- No
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

4 – Yes      1 – No

Motion carried.

WCBA Banquet

Motion by Mr. Crago, seconded by Mr. Lutz, to approve attendance for any Councilmember wishing to attend the WCBA Banquet on April 29<sup>th</sup> at Lakeview Lounge.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

CDBG Subrecipient Agreements

Motion by Mr. Peoria, seconded by Mr. Crago, to authorize Mr. Palmquist and Mrs. Schaefer to sign the CDBG Subrecipient Agreements for the ADA Curb Ramps and the Park & Pool ADA projects.

Motion carried.

Co-Stars Salt Contract

Motion by Mr. Crago, seconded by Mr. Peoria, to approve the Co-Stars Salt Contract in the amount of 450 tons.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

Resolution No. 05-2022

Motion by Mr. Peoria, seconded by Mr. Lutz, to adopt Resolution No. 05-2022, for CFA Grant Funding for stormwater projects in the amount of \$1,000,000.00.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

Resolution No. 06-2022

Motion by Mr. Peoria, seconded by Mr. Lutz, to adopt Resolution No. 06-2022, for CFA Grant Funding for GIS mapping in the amount of \$150,000.00.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

Resolution No. 07-2022

Motion by Mr. Lutz, seconded by Mr. Peoria, to adopt Resolution No. 07-2022, for CFA Grant Funding for a Street Sweeper/Vac in the amount of \$350,000.00.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

Park & Pool Appointments

Motion by Mr. Crago, seconded by Mrs. Carty, to re-appoint Sandy Koluder and Felicity Filicky to a three-year term on the Park & Pool Board. Term will expire December 31, 2024.

Motion carried.

Blight Boot Camp

Motion by Mr. Lutz, seconded by Mr. Crago, to approve the attendance of Mr. Peoria and Mrs. Schaefer to Blight Boot Camp on April 22<sup>nd</sup> at a cost of \$35.00/each.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

Single Audit

Motion by Mr. Peoria, seconded by Mr. Lutz, to approve a Single Audit by DeBlasio & DeBlasio for the federal funding received from the East Hillis Street Bridge project not to exceed \$5000.00.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

First Commonwealth Bank

Motion by Mr. Crago, seconded by Mrs. Carty, to approve transferring \$50,000.00 into a newly established account at First Commonwealth Bank.

Roll Call Vote:

Mrs. Long	Absent	Mr. Crago	- Yes
Mrs. Carty	- Yes	Mr. Cowherd	- Yes
Mr. Lutz	- Yes	Mr. Palmquist	Absent
Mr. Peoria	- Yes		

5 – Yes      0 – No

Motion carried.

New Beginning Evangelical Church

Motion by Mr. Crago, seconded by Mr. Lutz, to approve the request of the New

Beginning Evangelical Church to utilize the Joan Derco Memorial Park for an Easter event, Journey to the Cross, on April 9<sup>th</sup> from 11:00 AM to 2:00 PM pending proof of insurance.

Motion carried.

**REPORT OF MAYOR LONG**

**Community Outreach and Events**

Announced he is in the process of scheduling a meeting for 125<sup>th</sup> Borough Anniversary Celebration.

He attended and gave update on the Westmoreland Central Planning District Meeting.

He attended and gave update on the HASD/Hempfield Township meeting.

**FINANCE/PERSONNEL – MR. COWHERD**

Announced the Borough will be accepting applications for the position of Public Works Crew Leader and Seasonal Maintenance.

**PUBLIC WORKS/BUILDINGS & GROUNDS – MR. LUTZ**

No report.

**ORDINANCE/ZONING/PUBLIC SAFETY – MR. CRAGO**

**Codification Update**

Reported meetings will be scheduled to review the legal and editorial analysis.

**DIGITAL MEDIA/COMMUNICATIONS/GRANTS – MR. PEORIA**

**Educating Residents**

Reported he would like to schedule a training session for Borough residents on stormwater management, etc. on April 16<sup>th</sup>. He explained the Conservation District would send representatives to due the training at .15 cents per resident in attendance. Also suggested the Engineer to be in attendance. He will work with the Borough office for this event.

**Conservation Partnership Agreement**

Reported the Borough presently has a Conservation Partnership Agreement in place with Westmoreland Conservation District.

**MS4 Designation**

Reported he would like information pertaining to a waiver for the Borough to eliminate its MS4 designation. He explained due to a decline in population, population density and the elimination of the combined stormwater/sewage system, the Borough may meet the waiver requirements.

**Homeowner's Guide to Stormwater**

Reported the Borough presently has copies of the Homeowner's Guide to Stormwater in the office. Digital copy is on the Borough's website. If more are needed, the cost would be \$75.00 for 100 copies.

**Dirt and Gravel Road Program**

Reported he would like to become certified for the Dirt and Gravel Road Program. He questioned if anyone in the Borough was certified. Mrs. Schaefer responded that both Shannon Moore and herself are certified for the program.

**STORMWATER MANAGEMENT – MRS. LONG**

Absent

**RECREATION – MRS. WOJTSECK-CARTY**

Reported baseball/softball sign-ups closed on February 28<sup>th</sup>. There are presently 85 participants.

She is still in the process of researching a summer youth program at the playground.

**REPORT OF PRESIDENT PALMQUIST**

Absent

**ADJOURNMENT**

Vice-President Cowherd announced the following dates:

- |          |   |
|----------|---|
| March 24 | - WC Central Planning Meeting @ 6:00 PM |
| March 28 | - Agenda Meeting @ 7:00 PM              |
| March 31 | - WCBA Meeting @ 6:30 PM                |
| April 4  | - Council Meeting @ 7:00 PM             |

Motion by Mr. Lutz, seconded by Mrs. Carty, to adjourn the meeting.

Meeting adjourned at 8:35 PM.

Respectfully submitted,

*Diane M. Schaefer*  
Diane M. Schaefer  
Secretary

\_\_\_\_\_  
Billy Cowherd, Vice-President  
YOUNGWOOD BOROUGH COUNCIL